

Trustees of Lunenburg Public Library

October 21, 2010

Meeting called to order at 6:40 p.m.

Attending: Noelle Bodkin, Lisa Krowitz, Dick Mailloux, Kathy Murray, Jeanne Raboin, Amy Sadkin, Len Smetana (Acting Chair)

Absent: John Mara

There was no public comment.

1. Review of September 16, 2010 minutes tabled until October 21, 2010 meeting.
2. Director's Report (please see report for details):
  - Circulation: Circulation continues to increase; first three (3) months of 2010 saw a 3% increase over last year, an 8% increase over 2 years ago and a 14% increase in 3 years.
  - Budget (please see FY11 Library Expense Analysis for details): Rollstone Bank completed 5-year pledge; a donation of \$100 was received from Mrs. Norman Cross in memory of Mary Emily Smith-Peterson.

Library expenditures from Revolving Fund to date: \$1,680.47.

- Staff Update: C/W Mar's rates for next year are expected to be 6.5% less than this year due to the switchover to Evergreen; the new formula will be based on circulation and holdings rather than port fees; net lender credit has been eliminated.

Jen attended the NELA conference; Kate and Karen attended a state-wide Summer Reading program update; MA will be the 49<sup>th</sup> state to offer this summer reading program.

Kerry Speidel, Lunenburg Town Manager, notified Amy that the budget adopted at the Annual Town Meeting in May 2010 included a wage freeze for all non-union employees; therefore, the request to provide SalAdmin staff a yearly increase will not go through.

- Facilities: Parking lot lights are being replaced; Lakeview aerated and reseeded the front lawn (paid for by the Friends); Community Room will be painted October 25-26, Study Rooms 28-29 by Peg Paints; library front doors continue to be an issue, Jim from facilities has called in a lock smith to drill a deeper hole for the deadbolt – the problem seems to have been eliminated.

Friends will pay for the service agreement for the new phone system.

- Technology: Jen and David Lapointe installed the public fax, service started the first week in October.

Installation of new server continues, with most of the work being done Friday's; town has hired Jen and Lars to work with town technology on this installation.

New staff pc's installed; some of the old pc's are being taken by the Town, LPL keeping others for backups.

- Programs: Halloween Costume Swap was very successful; Spooky Science and Book Times for Babies have high signups; Kate's YA Book Clubs are progressing nicely, as are the sewing programs; she will also be hosting a New Moon movie and party for Halloween.

Louis Arnold's Beginning Guitar Classes, Doug Pulsifer's Computer Classes and the Knitting Group have been successful.

- Other: CD spinner arrived and staff will be moving the CD collection to this and using the vacated space for DVD expansion; video collection was also weeded and the "classic" videos moved to the end of the unit, the free space will be used for the updated Scifi collection.

3. Friend's Update: Book and Bake Sale attendance and revenue were down; however, the bake sale brought in the most money!

Oktoberfest: This Saturday, October 23, 2010, 7-9 pm in the Community wing (see September's minutes for more information).

4. Approval of Use of Building after Hours: Discussion of policy about use of building after hours.

Motion made by Lisa Krowitz and seconded by Noelle Bodkin to approve use of the library for a Friends of Lunenburg Public Library "mini-golf" fundraiser. Passed, with one abstention.

5. Calendar Dates: November 4, 7:30 at Town Hall – 5-year Financial Forecast

November 6 MAFTL Meeting: Lisa Krowitz and Beverly Guerin (president of Friends) will attend.

November 30, 7 pm, Special Town Meeting

Motion made by Len Smetana and seconded by Dick Mailloux to adjourn meeting at 7:45 pm. Passed.

Next meeting: November 18, 2010 at 6:30 pm.

Respectfully submitted,

Jeanne Raboin, Secretary

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